

20 May 2009

**Joint Convention on the Safety of Spent Fuel Management  
and on the Safety of Radioactive Waste Management**

**Third Review Meeting of the Contracting Parties**

**11 to 20 May 2009, Vienna, Austria**

**REPORT OF THE PRESIDENT OF THE REVIEW MEETING**



Kunihisa Soda  
President of the 3<sup>rd</sup> Review Meeting  
of the Contracting Parties  
of the Joint Convention on the Safety of Spent Fuel Management  
and on the Safety of Radioactive Waste Management

## **General**

1. The 3<sup>rd</sup> Review Meeting pursuant to Article 30 of the Convention was held at the Headquarters of the International Atomic Energy Agency (IAEA) in Vienna, 11-20 May 2009.
2. Forty-five out of 48 Contracting Parties participated in the Review Meeting, namely: Argentina, Australia, Austria, Belarus, Belgium, Brazil, Bulgaria, Canada, China, Croatia, Czech Republic, Denmark, Estonia, Euratom, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Japan, Republic of Korea, Latvia, Lithuania, Luxembourg, Morocco, Netherlands, Nigeria, Norway, Poland, Romania, Russian Federation, Senegal, Slovakia, Slovenia, South Africa, Spain, Sweden, Switzerland, Tajikistan, Ukraine, United Kingdom and United States of America.
3. Three Contracting Parties did not participate in the Review Meeting: Kyrgyzstan, Uruguay and Uzbekistan.
4. As of 11 May 2009, there were no late ratifiers.
5. The Nuclear Energy Agency of the Organisation for Economic Co-operation and Development (OECD) and the European Bank for Reconstruction and Development (EBRD) had been invited to participate in the Plenary Sessions of the Review Meeting as observers and the representatives of the OECD/NEA and the EBRD were present.
6. A list of participants was issued as JC/RM3/04.

## **Credentials of Participants**

7. On 11 May, the President referred to the requirement of Rule 8 in the Rules of Procedure and Financial Rules (INFCIRC/602/Rev.2) that credentials be presented for all delegates, and that names of alternates, advisers, and experts also be submitted. The meeting agreed that Office of Legal Affairs of the IAEA Secretariat should examine the credentials and report back to the closing Plenary Session.
8. On 19 May, the Office of Legal Affairs of the IAEA Secretariat reported on the examination of credentials. Based on this report, the President proposed that the Meeting accept the credentials of the delegates as presented by the Contracting Parties participating in this Meeting, on the understanding that those delegations that had so far submitted only provisional credentials would provide the Secretary with formal credentials as soon as possible. There was a consensus among the Contracting Parties to accept the President's proposal.

## **Officers of the Meeting**

9. Officers of the meeting had been identified at the Organizational Meeting held in October 2008.
10. Noting that some Contracting Parties had notified the Secretary since the Organizational Meeting of changes to the names of Officers, the Review Meeting confirmed the revised list

of Officers as reflected in Annex 1. In particular, the Review Meeting expressed its condolences to the delegation from Canada on the recent passing of Mr Ray Lambert, who had been appointed Chairperson of Country Group 3.

11. The President of the Review Meeting is Mr Kunihisa Soda, Commissioner of the Nuclear Safety Commission of Japan. The Vice-Presidents are Mr László Koblinger, Hungarian Atomic Energy Authority, and Mr Frank Marcinowski, United States Department of Energy. The General Committee of the Meeting comprises the President, the two Vice-Presidents, and the six Country Group Chairpersons, namely Mr Andy Hall, United Kingdom; Mr Peter Brennecke, Germany; Mr Doug Metcalfe, Canada; Mr Kaare Ulbak, Denmark; Ms Merle Lust, Estonia; and Mr Jean-Rémi Gouze, France.

12. The Officers of the Third Review Meeting met from 9 to 10 March 2009 and on 10 May 2009 to discuss and agree on the details of the schedule of the Review Meeting and the roles and duties of each officer.

### **Opening of the Review Meeting**

13. Mr Kunihisa Soda, the President of the Review Meeting, opened the meeting. He introduced the two Vice Presidents and the Secretariat on the podium.

14. Mr Tomihiro Taniguchi, Deputy Director General, Head of the Department of Nuclear Safety and Security, was invited to make introductory remarks. In the introductory remarks, he welcomed the fact that the number of Contracting Parties had increased to 48. He emphasized the need to encourage those Member States who are not yet parties of the Joint Convention to join, and actively participate, in order to benefit from the mutual learning experience. His remarks were distributed to the meeting.

15. Mr Soda made opening remarks. In his remarks, he welcomed the seven new Contracting Parties. He emphasized that the Review Meeting is based on peer review among Contracting Parties in order to learn good practices from each other, to discuss matters and topics of interest or of mutual concern on safety, and to further improve and enhance safety of spent fuel management and radioactive waste management. He invited the participants to actively participate in the discussion for improvement of the review process.

### **Adoption of the Agenda**

16. The President proposed to change the order of 7(b) and 7(c) in the provisional agenda for the Review Meeting prepared at the Organizational Meeting. The agenda was adopted with the amendment. It is attached as Annex 2.

### **General Organization of the Review Process**

17. The General Committee comprising the President, the two Vice-Presidents, and the six Country Group Chairpersons met every day from 8:00 to 8:30 at the President's Office. The President requested that any general issues that any Party wished to raise be brought to the attention of a member of the General Committee.

18. The tentative timetable for the review process was presented and adopted by consensus. It is attached as Annex 3.

19. The six Country Groups met in parallel over the period from 11 to 15 May, according to the adopted timetable. Contracting Parties with nuclear power plants were assigned 2/3 day for the review of their National Reports. Contracting Parties without a nuclear power plant were assigned 1/3 day for the review of their National Reports. The Rapporteur prepared a report on the review of each Contracting Party within the Country Group session, and submitted the report, following its approval by the Contracting Parties within the Group, daily to the President.

### **Rapporteurs' Reports**

20. The six Rapporteurs presented their summary of the Country Group sessions in the Plenary Session on 18 May. First, the Contracting Parties of the Country Group under discussion were given the opportunity of commenting. Following that all Contracting Parties present were given the opportunity of commenting.

21. The President summarized the findings of the Rapporteurs. General observations of the Rapporteurs' Reports are listed in the Summary Report.

22. The Contracting Parties unanimously thanked the Rapporteurs for their excellent work in summarizing the contents of the discussions that took place in the Country Groups.

23. The Contracting Parties agreed to request the Secretariat to upload the Rapporteurs' daily reports as well as the Rapporteurs' summary reports on the JCWeb, to which access is limited to the Contracting Parties.

### **Open-Ended Working Group**

24. The President drew the meeting's attention to a matter arising from the Organizational Meeting that took place in October 2008, namely the possibility for the Contracting Parties to establish an Open-Ended Working Group, as suggested at the Organizational Meeting. There was a consensus among the Contracting Parties to establish an Open-Ended Working Group.

25. The President proposed Mr Marcinowski, Vice-President, as Chairperson. The Contracting Parties approved by consensus the proposal.

26. Mr Marcinowski presented proposals for the topics to be discussed at the Open-Ended Working Group and the schedule for the meetings of the Group. The Contracting Parties approved the proposals by consensus.

27. The Open-Ended Working Group met on 12, 13 and 14 May, from 5pm. The Group discussed and prepared recommendations on the following topics:

- 1) Policy Makers Topical Meeting;
- 2) Data Presentation Tool for JC National Reports Based on Net-Enabled Waste Management Database (NEWMDB);
- 3) Improvements in Officers' Selection;
- 4) Joint Convention Leadership;

- 5) Knowledge transfer and continuity between Review Meetings;
- 6) Improve interaction between Review Meetings; and
- 7) Amendments to the Duties of the Country Group Vice-Chairperson.

28. Mr Marcinowski presented to the Plenary on 18 May a report of the work carried out by the Group. The recommendations by the Group together with the corresponding draft changes to the Rules and the Guidelines, were discussed and amended in the Plenary. The recommendations and changes as approved at the Plenary Session of the Review Meeting are shown in Annex 4.

29. The Meeting agreed that, other than the qualifications of officers highlighted in the Annex of INFCIRC/603/Rev.3, there were no formal or informal restrictions on who may serve as an officer of the Review Meeting. In addition, the Meeting expressed the view that experience in a prior meeting may be useful but not essential and that diversity among officers may result in a broader range of experience and perspectives for achieving the objectives of the Joint Convention.

30. With regard to the office of the President, some Contracting Parties felt that preference should be given to regulators whereas others considered that the emphasis should be on the individual's substantive experience and responsibility in the field of safety of spent fuel management and safety of radioactive waste management rather than their affiliation to a particular government institution.

31. While consensus was not reached on whether a preference should be accorded to individuals with a specific background, there was agreement that it was the prerogative of each Contracting Party to decide who to nominate to serve as President and that the Contracting Parties were free to choose among the nominees for President presented at the meeting.

32. In addition, the Meeting was of the view that a paramount consideration in selecting any of the officers was to maintain public confidence in the review process.

### **Approval of the Summary Report**

33. The first draft of the Summary Report was distributed to the participants, in Arabic, Chinese, English, French, Russian and Spanish, on 19 May.

34. The above draft Summary Report was examined paragraph by paragraph on 19 and 20 May and amended as necessary. The final version was approved by the Contracting Parties by consensus.

35. The final Summary Report of the Third Review Meeting was issued as JC/RM3/02/Rev.2.

### **Miscellaneous**

36. The President informed the Review Meeting that he had received a letter from the International Nuclear Regulators Association (INRA) regarding the cross-border issue of metal scrap containing radioactive material.

37. The President informed the Review Meeting that Portugal deposited the instrument of accession on 15 May 2009 and it would become the 49<sup>th</sup> Contracting Party on 13 August 2009.

38. It was suggested at the Plenary Session that Contracting Parties may wish, at their discretion, to allow access by other parties (e.g. the public, the media, non-Contracting Parties) to their presentations and discussions at the Country Group Sessions. However, the issue of confidentiality and the relevant Articles of the Convention were raised. The Contracting Parties present agreed to continue discussion on this subject at the next Organizational Meeting.

39. It was proposed that the General Committees of both the Joint Convention and the Convention on Nuclear Safety meet, so as to have an opportunity to exchange views on common issues for improving the peer review process.

40. The Contracting Parties requested the Secretariat to produce a CD containing relevant information from the Review Meetings and to make it available to the Contracting Parties.

41. The Secretariat requested that Contracting Parties that had placed, or intended to place, their National Reports or summaries thereof and/or other documents relating to the Convention (such as their responses to questions on their National Reports) on their website to provide the Secretariat with the addresses of the relevant pages, in order to allow the Secretariat to provide links to these pages on the IAEA's Joint Convention home page.

### **Presentation of the President's Report**

42. The President presented a draft of his report to the meeting. The Contracting Parties suggested changes and empowered the President to finalize the report so that it accurately reflected the proceedings.

43. The Review Meeting took note of this Report of the President of the 3<sup>rd</sup> Review Meeting, and requested the Secretary to transmit this report and its Annexes to the Director General of the IAEA, thereby informing him of the decisions taken at the Review Meeting, and to the Contracting Parties.

### **Availability of Reports**

44. The Contracting Parties agreed to request the Secretariat to upload the final Summary Report on the IAEA public website.

45. The Contracting Parties also agreed to make the President's Report publicly available and requested the Secretariat to upload the final President's Report on the IAEA public website.

<http://www-ns.iaea.org/conventions/waste-jointconvention.htm>

## **Next Review Meeting**

46. The meeting agreed upon dates for the next Review Meeting of the Joint Convention, and associated deadlines. These are shown in Annex 5.

## **Closing of the Meeting**

47. Mr Taniguchi, Secretary to the Joint Convention and Deputy Director General and Head of the Department of Nuclear Safety and Security in the IAEA, was invited to make closing remarks. In his closing remarks, he, on behalf of the IAEA, congratulated the Contracting Parties on the successful completion of the Third Review Meeting. He also stressed the need to remain diligent and vigilant to avoid complacency.

48. The President, in his closing remarks, thanked participants for their hard work and support during the Review Meeting and noted that the open and frank discussions that were held will allow for the continuous improvement of safety of spent fuel management and radioactive waste management in Contracting Parties. The President also noted that the changes that Contracting Parties made to the review process will improve the effectiveness of future Review meetings.

49. The Review Meeting expressed its sincere gratitude to the Secretariat for the excellent services provided in support of the Review Meeting. In addition, the Review Meeting thanked the interpreters and translators for their prompt and accurate services during the Country Group and Plenary sessions.

## Annex 1

### List of Officers of the Third Review Meeting of the Joint Convention, elected at the Organizational Meeting, as confirmed by the First Plenary session

**President:** Mr Kunihisa Soda, Japan  
E-mail: [kunihisa.soda@cao.go.jp](mailto:kunihisa.soda@cao.go.jp)

**Vice Presidents:** Mr László Koblinger, Hungary  
E-mail: [koblinger@haea.gov.hu](mailto:koblinger@haea.gov.hu)

Mr Frank Marcinowski, United States of America  
E-mail: [frank.marcinowski@em.doe.gov](mailto:frank.marcinowski@em.doe.gov)

Group	Chairperson	Vice-Chairperson	Rapporteur	Coordinator
1	Mr Andy Hall, United Kingdom	Ms Maria Radu, Romania	Mr Gerard Bruno, EURATOM	Ms Mary Bisesi, United States of America
2	Mr Peter Brennecke, Germany	Mr Zhiwen FAN, China	Mr Bill West, United Kingdom	Mr Michael Asty, France
3	Mr Doug Metcalfe, Canada	Ms Irena Mele, Slovenia	Mr Werner Mester, Germany	Mr Bengt Hedberg, Sweden
4	Mr Kaare Ulbak, Denmark	Ms Olga Makarovska, Ukraine	Mr Kilian Smith, Ireland	Ms Veronika Blahova, Czech Republic
5	Ms Merle Lust, Estonia	Mr Markus Hugi, Switzerland	Ms Nuria Prieto, Spain	Mr Mario Dionisi, Italy
6	Mr Jean-Rémi Gouze, France	Mr Tero Varjoranta, Finland	Ms Ditebogo Kgomo, South Africa	Mr Marcin Zagrajek, Poland



## **Annex 2**

### **Adopted Agenda of the Third Review Meeting**

#### **Opening Plenary (11 May 2009)**

1. Opening of the meeting
2. Officers of the meeting
3. Adoption of agenda
4. Request by late ratifiers to attend Plenary Sessions of the Review Meeting and to participate in discussions relating to the conduct of subsequent Review Meetings.
5. Credentials of participants
6. Invitations to intergovernmental organizations to attend the Review Meeting of Contracting Parties as observers
7. Procedural matters
  - (a) Matters arising from the Organizational Meeting
  - (b) Open-Ended Working Group
  - (c) The general organization of the review process

#### **Country Group Sessions (11–15 May 2009)**

Discussion and approval of the Rapporteur's daily reports

#### **Final Plenary (18–20 May 2009)**

8. Presentation and discussion of oral reports by Country Group Rapporteurs
9. Report by the Open-Ended Working Group
10. Procedural matters (continued)
11. Dates for the next Review Meeting, the Organizational Meeting and the deadline for submission of National Reports for the Fourth Review Meeting.
12. Other business
13. Approval of Summary Report
14. Presentation of President's Report
15. Closing of the Meeting

### Annex 3

#### Timetable of the Third Review Meeting of the Joint Convention, as adopted

		Group 1	Group 2	Group 3	Group 4	Group 5	Group 6
<b>Monday</b>	<b>11-May</b>	<b>Plenary</b>					
		<b>Netherlands</b>	<b>South Africa</b>	<b>Slovenia</b>	<b>Argentina</b>	<b>Italy</b>	<b>Russian Federation</b>
<b>Tuesday</b>	<b>12-May</b>	<b>Croatia</b>	<b>Belarus</b>	<b>Sweden</b>	<b>Greece</b>	<b>Iceland</b>	<b>Tajikistan</b>
		<b>United States of America</b>	<b>Slovak Republic</b>		<b>Austria</b>	<b>Ukraine</b>	
		<b>Romania</b>	<b>France</b>	<b>Brazil</b>	<b>Czech Republic</b>	<b>Latvia</b>	<b>Ireland</b>
<b>Wednesday</b>	<b>13-May</b>	<b>Denmark</b>	<b>Estonia</b>	<b>EURATOM</b>	<b>Luxembourg</b>	<b>Switzerland</b>	<b>Finland</b>
		<b>Belgium</b>	<b>China</b>	<b>Bulgaria</b>	<b>Nigeria</b>	<b>Norway</b>	<b>Poland</b>
<b>Thursday</b>	<b>14-May</b>			<b>Morocco</b>	<b>United Kingdom</b>	<b>Germany</b>	<b>Hungary</b>
		<b>Spain</b>	<b>Lithuania</b>	<b>Japan</b>	<b>Australia</b>	<b>Uruguay</b>	<b>Canada</b>
<b>Saturday</b>	<b>16-May</b>	<b>Preparation of Rapporteur's Reports</b>					
<b>Sunday</b>	<b>17-May</b>						
<b>Monday</b>	<b>18-May</b>	<b>Plenary</b>					
<b>Tuesday</b>	<b>19-May</b>	<b>Plenary</b>					
<b>Wednesday</b>	<b>20-May</b>	<b>Plenary</b>					

**Annex 4****Report of the Open-Ended Working Group (OEWG) Meeting<sup>1</sup> of  
the Third Review Meeting of the Joint Convention  
May 12-14, 2009****Introduction**

On May 12, 2009, Chairman F. Marcinowski (USA) opened the day's session of the Open Ended Working Group (OEWG), by welcoming the Contracting Party participants in attendance. He reviewed the objectives and procedures of the OEWG. He identified that six proposals had been developed for the OEWG's consideration and action, indicating that the process to be followed: First, the proposing Contracting Party would introduce the proposal; Contracting Parties may ask clarifying questions; Contracting Parties may raise objections or propose revisions; and finally, the OEWG would reach consensus on whether the Proposal would be forwarded to the Plenary for discussion and possible inclusion in the President's report.

On May 13, 2009, Chairman Marcinowski opened the discussion with a summary of the resolution achieved at the first OEWG meeting (May 12, 2009). He then recognized Mr. Koblinger from Hungary. Mr. Koblinger acknowledged the untimely passing of one of the Review officers from Canada, Mr. Ray Lambert. He proposed that the OEWG evaluate whether the Joint Convention operating procedures require revision to clarify procedures for replacing officers if they are unable to perform their duties. The OEWG agreed this issue warranted discussion and Mr. Koblinger agreed to develop a proposal for consideration at the May 14, 2009, OEWG meeting.

The recommendations from the OEWG are attached.

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<sup>1</sup> Circulated at the meeting as JC/RM3/OEWG/Rev 2

Proposal 1: Improve the understanding of policy makers so that policy development processes better meet the objectives of the Joint Convention.

**Recommendation:**

- a. Following the final session of the 3<sup>rd</sup> Review Meeting one or more of the challenges/issues identified in the plenary session will be selected for further consideration to demonstrate the role that policy makers can play in achieving helping to deliver the objectives of the Joint Convention.
- b. The UK, with the assistance of the IAEA Secretariat, will further develop its proposal to set forth how the selected issue(s) will be discussed in the topical meeting to examine and elaborate the role of policy maker.
- c. The Organizational meeting will then consider whether to accept, modify or postpone the proposal.
- d. If accepted, relevant information on the purpose of the topical meeting will be provided to the Convention's Points of Contact to enable Contracting Parties to prepare for (including identifying the appropriate people to involve) the discussions during the 4<sup>th</sup> Review Meeting.

Proposal 2: Voluntary use of an electronic data presentation tool, to be provided by the Secretariat to the Contracting Parties, for development of the JC National Reports.

**Recommendation:**

- a. The Secretariat will make the tool available to Contracting Parties to use on a voluntary basis; no meeting is needed to further develop or to explain the tool.
- b. If a Contracting Party decides to use the voluntary tool, it is the responsibility of the Joint Convention Contracting Parties to ensure the information provided to the Secretariat and retrieved from the NEWMDB is accurate and of the right time period for the national reports.
- c. Secretariat will develop and make available guidance on how to use the tool.

Proposals 3 & 4: Improve and clarify the selection process for officers of the Joint Convention.

**Recommendation:**

Revise INFCIRC/603 as indicated:

**III. Organizational Meeting and Nomination of Officers**

5. Not later than seven months before each Review Meeting, an Organizational Meeting will be held to allocate Contracting Parties to country groups (see section V), and to elect the Review Meeting President and Vice-Presidents, and group Coordinators, Rapporteurs, Chairpersons, and Vice-Chairpersons.

**III.1. Nomination of the President and Vice-Presidents**

6. Not later than three months before the Organizational Meeting, the Secretariat will request Contracting Parties to submit in writing the name of any individual that the Contracting Party is nominating for election to the position of President or Vice-President. Not later than two months before the Organizational Meeting, as part of such nomination, a Contracting Party shall provide, in writing, relevant biographical information on the candidate, the qualifications of the candidate, the issues that should be addressed by the Contracting Parties during the next three years and the position of the candidate on those issues. The Secretariat will circulate the names of candidates for the position of President or Vice President and materials supporting their candidacy to all Contracting Parties at least one month before the Organizational Meeting.
7. Contracting Parties will endeavor to reach consensus on the President and Vice President from the candidates nominated in accordance with Paragraph 6.
8. Each candidate for the elective places, or their representative, shall have the opportunity to make a short oral presentation to the Contracting Parties at the Organizational Meeting that addresses the items in the material supporting their candidacy and shall answer questions from the Contracting Parties.

**III.2. Nomination of other officers**

9. Not later than three months before the Organizational Meeting, the Secretariat will request Contracting Parties to submit in writing the name of any individual that the Contracting Party is nominating for election to the position of Chairperson, Vice-Chairperson, Rapporteur, or Coordinator. Not later than one month before the Organizational Meeting, a Contracting Party should submit in writing the name of any individual that the Contracting Party is nominating for election to the position of Chairperson, Vice-Chairperson, Rapporteur, or Coordinator.

The Secretariat will circulate the names of candidates to all Contracting Parties before the Organizational Meeting.

**III.3. Additional Considerations**

10. Contracting Parties are encouraged to nominate candidates for the above elective places and to indicate the extent to which the candidates are willing to be considered for other elective places in the event that they are not elected to their first choice.

The Annex contains a list of desirable qualifications and experience of the above-mentioned officers, and a summary of their duties. Contracting Parties are encouraged to take that information into account when considering nominations as well as other factors such as geographic distribution.

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**[Note: Numbering of subsequent paragraphs to be amended accordingly.]**

Text will be provided in President's report and in revision of INFICIR 603.

Proposal 5: Improve the peer review process by maintaining institutional knowledge and continuity of officers between Review Meetings.

**Recommendations:**

The Joint Convention documents to be revised include INFCIRC 602/Rev.2 (see Attachment A) and INFCIRC 603/Rev. 3 (see Attachment B). The revisions to INFCIRC 602/Rev.2 and INFCIRC 603/Rev. 3 are highlighted in grey.



## Attachment A

### Proposed revisions in INFCIRC 602/Rev. 2

The following are the proposed revisions in INFCIRC 602/Rev. 2. The proposed revisions are highlighted in grey.

#### **Rule 11 Organizational Meetings (Page 5)**

Paragraph 1 shall be revised as indicated:

Approximately **12** months prior to each Review Meeting, an Organizational Meeting shall be held. It shall be open for attendance by all Contracting Parties and by late ratifiers.

Paragraph 2 shall be revised as indicated:

- a) elect the President and the two Vice-Presidents **for the forthcoming** Review Meeting.
- b) establish Country Groups for the forthcoming Review Meeting;
- c) elect Country Group Co-ordinators **for the forthcoming Review Meeting**;
- d) **elect Country Group Rapporteurs and Chairpersons for the forthcoming Review Meeting**, and assign them to the Country Groups so that no Rapporteur or Chairperson is assigned to the Country Group of which his or her country is a member;
- e) decide whether it is appropriate to organize topic sessions, and, if so, make arrangements for such sessions;
- f) elect other officers **for the forthcoming** Review Meeting;
- g) invite any observers to the **forthcoming** Review Meeting;
- h) recommend a budget for the Review Meeting on the basis of cost estimates provided by the Secretariat;
- i) decide on a provisional timetable for the Review Meeting; and
- j) consider any other matters relevant to implementation of the Convention, to the extent that they have not been dealt with at the Preparatory Meeting or at the most recent Review Meeting;

Paragraph 3 (new paragraph) shall be added as follows:

a) The President and the two Vice-Presidents of the most recent Review Meeting shall act as President and Vice-Presidents of the following Organizational Meeting and shall relinquish their functions at the end of the Organizational Meeting to the elected President and two Vice Presidents;

b) The Country Group Review Officers (Chairperson, Vice-Chairpersons, Rapporteur and Coordinator) of the most recent review meeting shall act as Country Group Officers until the following Organizational Meeting where they shall relinquish their functions as officers to the elected Country Group Officers.

**Attachment B**

**Proposed revisions in INFCIRC 603/Rev. 3**

The following are proposed revisions in INFCIRC 603/Rev.3. The proposed revisions are highlighted in grey.

**III. Organizational Meeting (Page 2)**

Paragraph 5 shall be revised to indicate:

Not later than **twelve** months before each Review Meeting, an Organizational Meeting will be held to allocate Contracting Parties to country groups (see section V), and to elect the Review Meeting President and Vice-Presidents, and group Co-ordinators, Rapporteurs, Chairpersons, and Vice-Chairpersons.

Paragraph 6 (new paragraph) shall be added as follows:

**In advance of the Organizational Meeting, the Secretariat shall circulate to the Contracting Parties a background information booklet containing guidance such as introducing the Joint Convention and its associated rules of procedure and guidelines. This background information booklet should also contain previous Country Group Review documents (e.g., Summary Reports, Organizational Meeting and Review Meeting President’s Reports, synopses of guidance, and lessons learned)**

Add a last paragraph to the section as follows:

**Following the Organizational Meeting, a workshop of incoming and outgoing officers shall be held to describe the Review Meeting process in detail, including key documents, and to share experience and lessons learned.**

**Table 1: Time Chart (Page 10)**

Table 1 shall be revised to indicate:

**Table 1: Time Chart \***

Organization al Meeting	Deadline for Submission of National Reports	Deadline for Submission of Questions and Comments	Deadline for Submission of Answers, and of optional Compilation of Questions and Answers	Deadline for Notification of Participation in Country Groups	Officers' Meeting	Start of Review Meeting
- 12 months	- 7 months	- 3 months	- 1 month	-2 weeks	-2 days	0 day
Rule 11.1. in the Rules of Procedures and Financial Rules	Rule 38 in The Rules of Procedures and Financial Rules	Para. 43 of the Guidelines Regarding the Review Process	Para. 43 of the Guidelines Regarding the Review Process	Para 22 of the Guidelines Regarding the Review Process	Para 38 of the Guidelines Regarding the Review Process	Article 30.2(i) of the Convention

\*The times shown in this chart are approximate. The exact deadlines and timing of events will be determined in accordance with the Convention and the relevant rules and guidelines

Proposal 6: Requests Secretariat take action which establishes continuity and ongoing dialogue between Review Meetings, supporting sustained momentum toward meeting the objectives of the Joint Convention.

**Recommendation:**

1. The Contracting Parties request the Secretariat to promptly investigate and initiate innovative means to establish continuity and ongoing dialogue between Review Meetings among the Contracting Parties and General Committee members. These initiatives include, but are not limited to: publishing an annual newsletter, scheduling regular and more frequent meetings of the General Committee, and expanding/exploring innovative electronic communications methods, including improvements to the Joint Convention Website for web based meetings and enhanced sharing of information and lessons learned.

The Secretariat is requested to host a meeting for the Contracting Parties to discuss the Secretariat's recommendations to enhance communications to promote continuity between meetings no later than June 2010.

2. During the period between review meetings, the General Committee can encourage the IAEA Secretariat to organize meetings open to all Member States to address specific topics identified at the review meeting. Taking into account discussions during the country sessions of this week, the following specific topics can be of mutual interest:

- Definition and implementation of a comprehensive national plan for the management of spent fuel and of radioactive waste,
- Management of very low level waste and implementation of clearance thresholds,
- Establishment of national agencies in charge of the management of spent fuel and radioactive waste,
- Management of graphite waste.

Proposal 7: Provides changes to INFCIRC/602 to amend the duties of the Country Group Vice-Chair so as to avoid Vice-Chairs being assigned to country groups of which his or her country is a member.

**Recommendation:**

The recommendation is to amend INFCIRC/603/Rev.3 Annex, Duties and Qualifications of Officers for a Review Meeting of the Joint Convention, Section II.4 (Country Group Vice-Chair) as follows:

- a) To act as the Country Group Chair, if necessary
- b) To support the Rapporteur in the preparation of the Rapporteur's report, and
- c) To act as Rapporteur if necessary, for example to allow the Rapporteur to leave the country group temporarily in order to capture promptly in written form the outcome of complex discussions or in the absence, otherwise, of the Rapporteur.

In addition, it is recommended to amend INFCIRC/602/Rev.2, Rules of Procedure and Financial Rules, Rule 11 (Organizational Meetings) as follows:

Rule 11.2. An Organizational Meeting shall, *inter alia,*

D) elect Country Group Rapporteurs, Chairpersons and Vice-Chairpersons for the forthcoming Review Meeting, and assign them to the Country Groups so that no Rapporteur, Chairperson or Vice-Chairperson is assigned to the Country Group of which his or her country is a member;

G) elect other officers for the Review Meeting;

## Annex 5

### Dates of Fourth Review Meeting and Organizational Meeting,

#### Deadline for Submission of National Reports for the Fourth Review Meeting and Other Important Deadlines

Deadline for submission of nominations for President and Vice-Presidents	Deadline for submission of nominations for Chairs, Vice-Chairs, Rapporteurs and Coordinators	Organizational Meeting	Deadline for submission of National Reports	Deadline for submission of questions and comments	Deadline for submission of answers	Start of Review Meeting
-14 months	-13 months	- 12 months	- 7 months	- 3 months	- 1 month	0 day
Guidelines Regarding the Review Process (*)	Guidelines Regarding the Review Process (*)	Rules of Procedures and Financial Rules (*)	Rules of Procedures and Financial Rules (*)	Guidelines Regarding the Review Process (*)	Guidelines Regarding the Review Process (*)	Article 30.2(i) of the Convention
10 March 2011	10 April 2011	10 -11 May 2011	7 October 2011	7 February 2012	7 April 2012	7 – 16 May 2012

(\*) Note: Reference to specific rules and paragraphs of guidelines will be provided in the revised INFCIRC document.